

APPROVED
STATE OF CONNECTICUT
MUNICIPAL ACCOUNTABILITY REVIEW BOARD
SPRAGUE SUBCOMMITTEE
REGULAR MEETING MINUTES

Meeting Date and Time: Thursday, April 28, 2022, 12:30 PM – 2:00 PM

Meeting Location: This was a virtual meeting. Meeting materials can be found at [Municipal Accountability Review Board \(ct.gov\)](https://www.ct.gov/municipalaccountabilityreviewboard)

Call-in Instructions: Telephone: (860) 840-2075
Access Code: 668 026 942

Members in Attendance: Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee), Sal Luciano, Mark Waxenberg

Town Officials in Attendance: First Selectman Cheryl Blanchard, Melissa Sevigny, Superintendent William Hull, Michele Demicco

OPM Staff in Attendance: Julian Freund

I. Call to Order

The meeting was called to order at 12:33 PM.

II. Approval of Minutes:

a. March 24, 2022 Subcommittee Regular Meeting

A motion was made by Mr. Luciano, with a second by Mr. Waxenberg, to approve the minutes. All members voted in favor.

III. Review, Discussion and Possible Action: FY 2023 Recommended Budget

The Subcommittee reviewed a recommended budget at prior meetings. The Board of Finance has made adjustments to the previously submitted budget which are itemized in a handout. The budget, as revised by the Board of Finance, will go to a public hearing. The adjustments reduce the budget by a total of approximately \$42,000 and revise the mill rate to a quarter mill increase. The revised budget increases revenues by 1.4% and expenditures by 2.7%.

A motion was made by Mr. Luciano, with a second by Mr. Waxenberg, to recommend MARB approval of the FY 2023 budget. All members voted in favor.

IV. Review, Discussion and Possible Action: Five-Year Plan FY 2023 – FY 2027

Ms. Blanchard explained the assumptions used in the 5-Year Plan. The Plan assumes no grand list growth and mill rate increases of a half mill per year. General Fund support for Education is continued at 1.5% per year increases. Ms. Blanchard explained that the Town's fund balance for FY 2021 was projected to exceed the 5% threshold that would have triggered repayment of restructuring funds. Prior to closing FY 2021, the Town made a transfer of a portion of the FY 2021 surplus to the Capital Non-recurring Fund in order to reduce the deficit in that fund and to maintain General Fund balance in line with the previous 5-Year Plan. The 5-Year Plan includes annual transfers to the CNR Fund to eliminate the deficit. The Plan also includes annual increases in the General Fund balance. Mr. Hull noted for the Subcommittee that continuing indefinitely with 1.5% increases for Education will be difficult, especially when federal financial assistance runs out.

Mr. Luciano made a motion, with a second by Mr. Waxenberg, to recommend that the MARB approve the 5-Year Plan. All members voted in favor.

V. Review and Discussion: Status Updates

a. Financial Policies and Procedures

Financial policies and procedures have been adopted by the Board of Selectmen.

b. FY 2021 Audit

The FY 2021 has been finalized and will be presented at the next subcommittee meeting.

c. ARPA Funding

There have been no new developments in ARPA planning.

d. Other

None.

VI. Other Related Business

None.

VII. Adjourn

Mr. Luciano made a motion to adjourn with a second by Ms. Shaw. The meeting adjourned at 1:01 PM.